



प्रसार भारती
PRASAR BHARATI
(भारत का लोक सेवा प्रसारक)
(INDIA'S PUBLIC SERVICE BROADCASTER)
आकाशवाणी : रायपुर (छ.ग.) 492001



ALL INDIA RADIO: CIVIL LINES, RAIPUR (C.G.) 492001
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Sealed tenders are invited from reputed service providers for supply of skilled and unskilled labour on daily basis. The deadline for submission of Tender will be 23.04.2018 And quotations will be open on same day 4:00 P.M. The job requirements of skilled & unskilled labour, their eligibility and other conditions are mentioned as under :-

1. Job requirement of skilled & unskilled labour:

For skilled :-


- Full job of clerical
- Operation of computer as well as data entry operator.

For unskilled :-

- Regular cleaning Mopping, dusting of furniture, instruments & tools etc. so as to maintain general cleanliness and hygiene in the office.
- Attending the calls of the officer's viz. making/service tea/water/lunch, etc.
- Making sitting arrangements at the time of meetings.
- Outdoor work such as delivery of dak and also any other work assigned to them by the senior officers/ officials.

2. Eligibility Criteria for Service Provider :-

- The Firm/Contractor shall have at least 03 years experience in these fields and shall submit the self attested copies of the following documents along with the quotation documents :
 - PF Registration with PF code number.
 - ESI Registration
 - Valid License issued in respect of previous employer by Labour Department (i.e. Govt. of NCT Dalhi).
 - Details of works of similar nature carried out in Central/State Govt. bodies/Department/PSUs/Autonomous bodies/industries/factories/of other similar organization. In the last 3 year ending on 31st March 2018.
 - Copies of certificates/allotment latter of Service Tax and PAN Number.
 - Copy of Last income tax return.


11/4/18
प्रशासनिक अधिकारी
ADMINISTRATIVE OFFICER
आकाशवाणी, रायपुर (छ.ग.)
ALL INDIA RADIO, RAIPUR (C.G.)